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Excerpts from ODP Div/Staff Reports for Week Ending 28 April 1983

Management Staff

Finance. As of 27 April, there were 35 outstanding advances with a dollar value of $11,470. No accounts were delinquent.

STAT

Training

STAT

attended the Program on Creative Management (POCM), 18-23 April. All students in the class considered it a very worthwhile training experience. The unique element in the course is an individual assessment of the student's managerial style by personnel from the Center for Creative Leadership in Greensboro, North Carolina.

STAT

Administrative Staff

Arrivals and Departures:

STAT was reassigned to SSD from DDI on 18 April.

STAT EOD'd in SDD on 25 April.

STAT EOD'd in SPD on 25 April.

STAT is on rotation to OS from SDD as of 25 April.

STAT EOD'd in SDD on 25 April.

STAT was reassigned to FBIS from SPS on 25 April.

STAT

Special Projects Staff

Meetings were held among Geodynamics/RCA, TRW, and CSPO to review the revised SAFE Project Plan. The objective is to finalize the Plan by arriving at a development and management approach that is mutually supported by all principal organizations. A presentation of the finalized plan will be given to the Director and Deputy Director of CSPO on 2 May.

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Personnel:

[redacted] was reassigned to FBIS/DRD effective 25 April. He can be reached on extension [redacted] 1003 Key Bldg. [redacted] STAT STAT STAT

Processing

The SACS Badge Reader, located at the entrance of the Northside Computer Center was activated on 25 April. Individuals issued the appropriate access indicator "S" must insert their badge into the reader to gain access to the facility.

[redacted] STAT

Processing held its annual Spring Planning Conference [redacted] from 24 through 27 April. [redacted] STAT STAT

Personnel:

[redacted] assumed her duties as the secretary to the DD/P on 25 April. [redacted] STAT STAT

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ODP 83-614
28 April 1983

MEMORANDUM FOR: Deputy Director for Administration

FROM: [redacted] STAT
Director of Data Processing

SUBJECT: ODP Report for Week Ending 29 April 1983

1. Magnetic Tape Control

Procedures for the control of magnetic tapes in the Northside (SAFE) Computer Center were published by the tape librarian for that center. The procedures are patterned after those used in the [redacted] and Special Centers. There will be STAT three separate libraries, one for the CIA, DIA, and unclassified systems. Each system will utilize a separate tape management system using different series volume serial numbers. To further aid those responsible for storing and mounting tapes, the self-loading straps will be color-coded: red for CIA, white for DIA, and blue for the unclassified system tapes. User-owned tapes will be processed as Z and Y tapes under the existing procedures for the other centers. As in the other centers, the systems will be backed up weekly. There will also be a daily back-up for transactions for the preceding 24 hours.

2. Computer Center Tours

[redacted] the new DDA EEO Officer toured the STAT Northside Computer Center on 20 April. In addition, she also toured the [redacted] and Special Centers as part of her orientation STAT of Operations Division.

3. Director of Central Intelligence Tour of the Northside Computer Center

The Director of Central Intelligence toured the Northside Computer Center on 28 April.

4. Significant Events During Coming Week

None.

[redacted] STAT

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